

The EMR is Responsible for EMS Implementation and the EMS Core Team Provides Support

# EMR...Another Acronym But What is It?



An <u>Environmental Management Representative</u> (<u>EMR</u>) is "An individual which will manage the development and implementation of the EMS."

### The EMR will be:

- Primary point of contact for the EMS
- Usually designated by Senior Management
- Responsible for keeping EMS development and implementation on track
- Reporting EMS progress and implementation challenges to Senior Management



# **EMR Selection**

- Passion to Drive the EMS
- Organizational Savvy
- Enjoys Training Others
- Has Process / Systems Knowledge
- Wants to Learn or has EMS knowledge
- Possesses Communication Skills

Congratulations...You Have Been Selected to be the EMR...



## The EMS Core Team

- Assist the EMR in Building a Successful EMS
- Bring Operational Knowledge to the EMR
- Reviews Drafts of Documents for Applicability and Adequacy
- Support System
- Buy-In for the EMS
- Cheerleaders for Their Areas of Operation



# **EMS Core Team Qualifications**

One or More of the Following:

- Environmental Knowledge
- Operational Staff
- Trusted Staff
- Good Communicators
- Enthusiasm and Energy

Congratulations...You Have Been Selected to be the on the EMS Core Team





# How to Build the EMS Core Team

- Solicit Volunteers for the EMS Core Team
  - Ask for Participation
  - How Can You Make It "Prestigious"
- OR Identify and Assign Members to the EMS Core Team
  - Management Appointment
  - Usually by Title or Position



# How to Build the EMS Core Team (cont.)

- Consider Areas of Importance to the EMS Development
  - Environmental Knowledge
  - HR
  - Purchasing
  - Communications
- Reward/Recognize Involvement
  - T-Shirts with "EMS Core Team Member"
  - Performance Plans
- Provide Training to the EMS Core Team
  - Overview of EMS
  - Goals of the EMS

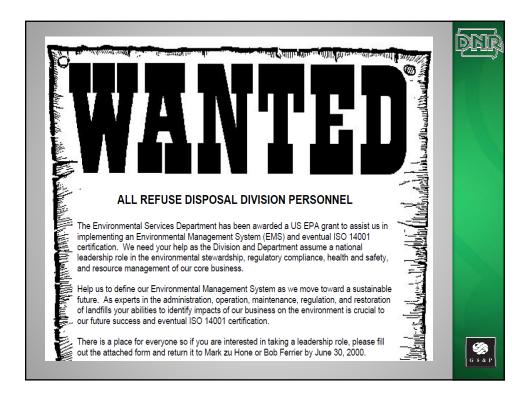


# Consider Nay Sayers/Saboteurs

- Consider the Nay Sayers or Saboteurs for the EMS Core Team
- Provide the Opposite View Point in Reviewing the EMS
- Can Change Their Attitude
- Potentially Bring the Rest of the Nay Sayers With Them







# Team Membership

We want to put together a team that is representative of the Division as a whole. We plan to have a small core group that will direct the project and there will also be several groups of in-house experts working to perform specific tasks.

Team members should have the following qualities:

- · Commitment to the environment
- Ability to communicate with co-workers
- · Field experience and knowledge of operations
- · Environmental management skills
- · Creativity and energy
- · Ability to see the forest
- Be open to feedback from all levels of the organization





**Dallas Water Utilities EMS Core Team Meeting** 

Thursday, April 2, 2009 9:00AM - 12:00 PM

### Wastewater Collections Northeast Service Center 8915 Adlora Lane

9:00AM - 9:15AM

EMS Update

Grady Coomes, Environmental

Coordinator

9:15AM - 10:30AM

Review Monitoring and Measurement Data for DWU Facilities Grady Coomes, Environmental Coordinator

Training and Awareness



# **Best Practices**

- Select an EMR with an Environmental Background or with an Interest in Environmental Issues
- Provide Time for the EMR to Develop and Implement the EMS
- Implement Reporting Tool or Mechanism for EMR to Report and Address Hurdles and Successes



# Best Practices Schedule EMS Core Team Meetings on a Regular Basis (Monthly?) If You Don't Need to Meet, Don't Don't Pressure Anyone Not Willing to Serve Ensure EMS Core Team Members Understand Their Role Opinions From Core Team Members Matter Regarding the EMS Keep EMS Core Team Agendas and Meeting Minutes

